



# MEAP/MME

## Coordinator Update

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Office of Educational Assessment and Accountability  
Michigan Educational Assessment Program/Michigan Merit Examination

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[www.Michigan.gov/oeaa](http://www.Michigan.gov/oeaa)

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### MEAP Grades 3 – 9 Tested Roster

An email notification was sent out on Monday, November 20, 2006 alerting schools and districts that the Tested Roster for the Fall 2006 MEAP Grades 3 – 9 assessment has been posted to the OEAA Secure Site ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)).

The deadline to review the Tested Roster, submit issues and update any demographic information is December 1, 2006 at 5:00 p.m.

Please note when you are reviewing the Tested Roster, if the student tested at your school, the student will be listed on your Tested Roster. If the student moved after the test was taken, the student will still be on your Tested Roster because they took the test at your school. Please do not submit a “Move” issue. The student will not be moved.

If a student did not take the MEAP Grades 3 – 9 test at your school, they will not be listed on your Tested Roster. Please do not submit a “Missing Test” or “Missing Student” issue if the student did not truly take the MEAP test at your school.

Please refer to the Tested Roster section of the *OEAA Secure Site User Manual*, located on the LOGIN page of the OEAA Secure Site for detailed instructions on reviewing and submitting issues from the Tested Roster.

### New Feature on the Tested Roster

A new feature is available on the Tested Roster to assist users in identifying any potentially missing test for students. When entering the “Search Criteria”, select “Yes” in the “Test Taken Discrepancy” field. This will list all students that do not show a test submitted for their appropriate grade level. For example, if only a math test was received for a 3<sup>rd</sup> grade student, then it will list the student with the “N” under the R (reading) and W (writing) field in red. This indicates that this student should have taken the reading and writing test but we’re showing that it was not received.

If the field is populated with an “N” indicating that it was not received and the student did not test, you do not need to do anything. If the field indicates that the student did not test and the student did test, please submit this student as a missing test via the Tested Roster page.

## **Change to Less Than a Full Academic Year (LTFAY)**

Michigan has amended the full academic year definition because the timing of assessment administration now occurs shortly after the official count date. A student's score is excluded from the AYP determination if the student had not been enrolled at the school on the **three** previous official count days. The previous "two count date" rule worked well when the assessment window was in January, just before the February count date. The change allows more accurate accountability identification and will reduce the cost of additional demographic data collection.

The Michigan Department of Education uses the Single Record Student Database (SRSD) to apply the definition of full academic year in calculating AYP. Documentation of full academic year is provided by enrollment in the school or district on the pupil count date.

## **Reporting Fall 2006 MEAP Grades 3-9 Results**

It is anticipated that results from Fall testing will be posted to the OEAA Secure Site before schools close for Christmas Break. At this time, our target date for posting PDF reports to the OEAA Secure Site is Friday, December 8, 2006. Printed reports will be shipped to schools beginning January 4, 2007.

High school results will be posted shortly after December 8<sup>th</sup>, and printed reports will be shipped shortly after the Grades 3-9 printed reports.

All of the above dates are dependent upon Customer Acceptance Testing (CAT) scheduled to occur next week, November 27 – 30 in Iowa. If reports do not pass CAT, PDF reports will be posted in early January.

All MEAP assessment materials should have already been returned to the scoring contractor. Any scorable materials received by the scoring contractor after November 30<sup>th</sup> will not be scored without a charge of \$50 per test to the district/school.

## **OEAA 2006 Conferences Coming Soon!**

Registration is now available at [www.gomiem.org](http://www.gomiem.org) for the Office of Educational Assessment and Accountability (OEAA) 2006 Conferences. The conferences will each be a two-day conference, with the first day primarily devoted to MEAP and MME sessions. The second day will focus on state assessments for students with disabilities. ELPA, Pre-ID, and Accountability issues will be covered both days.

Registration fees are \$95 for one day and \$190 for two days if you pre-register 2 weeks before the conference selected. In the two week period prior to the conference selected the fee will be \$110 for one day and \$220 for two days. Walk-ins the day of the conference will be \$120 per day, paid on admission. Walk-in attendees will be permitted if space allows. Register soon to assure a spot at your selected site.

Following are the dates and locations for the OEAA 2006 Conferences:

November 28 & 29 - Marquette, Northern Michigan University  
November 30 & December 1 - Grayling, Holiday Inn  
December 4 & 5 - Grand Rapids, Crowne Plaza  
December 7 & 8 - Novi, Sheraton Detroit  
December 11 & 12 - Lansing, Lansing Center  
December 13 & 14 - Sterling Inn, Sterling Heights

For conference information, please contact Tami Feldpausch at 517-241-4136 or [feldpauscht@michigan.gov](mailto:feldpauscht@michigan.gov). For registration information, please contact Danielle Dankenbring at MIEM by phone, 517-327-2589, or email [danielle@gomiem.org](mailto:danielle@gomiem.org).

Hope to See You There!

## Medical Emergencies during Assessments

It is the policy of the Michigan State Board of Education that all students participate in the state assessment system. Similarly, federal law (IDEA 2004 and No Child Left Behind 2001) requires that all students, including students with disabilities, be assessed through each state's assessment system. However, obtaining full participation in state assessment is extraordinarily difficult due, in large part, to such uncontrollable circumstances as medical emergencies. That is why when calculating No Child Left Behind (NCLB) Adequate Yearly Progress (AYP), the minimum participation rate is 95 percent of enrolled students at each grade level.

If a student in a school or district has a medical emergency that precludes him or her from participating in state assessment, an exception can be granted by the Office of Educational Assessment and Accountability (OEAA). Exceptions due to medical emergencies are handled on a case-by-case basis, and evidence must be provided by schools either during the assessment period or the report card appeals process. The preferred method of notifying the OEAA is through an e-mail message sent to [aypcontactus@michigan.gov](mailto:aypcontactus@michigan.gov). Please include the following information in your correspondence:

- Name of Student
- Grade level
- Name of School and District
- Date(s) of the emergency
- Medical condition or diagnosis
- Date(s) the assessment is scheduled to be administered at the school

Hospitalization and debilitating illness are two examples of “approved” medical emergencies, whereas non-limiting illnesses and pregnancy are examples of situations that would not be approved.

## Online MEAP

OEAA has been planning for online assessment. A successful pilot was conducted last year with the help of the Freedom to Learn project ([www.ftlwireless.org](http://www.ftlwireless.org)). We did not have enough volunteers this year to provide a cost effective online program. We are doing long-term planning for the best and most cost-effective way to deploy online assessment in the future. If you have suggestions please contact Paul Stemmer, (517) 241 – 2360 or [stemmerp@michigan.gov](mailto:stemmerp@michigan.gov).

## MME for Special Populations

The following are some frequently asked questions received by the OEAA related to students with disabilities and the MME. If you have additional questions related to MME accommodations, they can be emailed to [mi.mme@act.org](mailto:mi.mme@act.org).

- Q1: I have a student who qualifies for extended time based on his 504 plan. He wants to compete for the scholarship money associated with the MME. However; he is very concerned that the extra time may disqualify him from receiving the money. Does extended time have any impact on who is eligible for the monies involved?
- A1: If student with an IEP, Section 504 Plan or an English language learner uses any of the standard accommodations that appear on the left-hand side of the *MME Accommodation Summary Table* it will result in a valid MME score. Valid MME scores are eligible to be considered for the Merit Award.
- Q2: We reviewed the October 18<sup>th</sup> MME Accommodations Web cast and heard it stated that if a student's last evaluation is older than three year because the most recent ER (Evaluation Review) indicated that no further information or testing was required to continue eligibility, that would be considered sufficient for page 2, Section H, Part B for "recently re-diagnosed" documentation. Is this true?
- A2: When a student's most recent Evaluation Review indicates that no further information or testing is needed to continue special education services, ACT does not expect additional evaluation for MME. Please return to the address at the bottom of page 1 the ER page stating that no further assessment is required, and include the accommodations page from the student's current IEP, which ACT expects will be up-to-date via the annual review process.
- Q3: In the past the IEP Team, when determining the appropriate state assessment, could decide that a student could take one of the MEAP assessments and the other content area using MI-Access. Can this still be done?
- A3: No. Since the MME is one assessment comprised of many components (ACT, WorkKeys, and Michigan components) it is not possible to split apart into individual content area assessments. There are multiple MME components that are used to determine the MME ELA score, the MME Mathematics score, and the MME science score. Therefore, the IEP Team has to decide if the student is taking the MME or MI-Access. If the current IEP has the assessments split between MME and MI-Access the student's IEP will need to be amended.
- Q4: Is it true that a "reader" is considered a standard accommodation for the MME?
- A4: Yes. ACT and WorkKeys are measuring the construct of comprehension, not comprehension through decoding. Therefore, a "reader" is a standard accommodation. Accommodation #42 is a "reader" in the MME Accommodations Summary Table. Please note that it is shaded. All of the accommodations that are shaded are either worded different or are now standard or nonstandard for the MME.
- Q5: Why are there no accommodations that result in a college reportable score for English language learners?

- A5: There are seventeen accommodations which are local decisions for **any** student. In the MME Accommodation Summary Table they are accommodations #4, #5, #6, #7, #9, #10, #11, #12, #14, #15, #16, #33, #34, #35, #47, #48, #53.
- Q6: Does the extended-time accommodation need to be administered in one sitting for the ACT?
- A6: Not always. Extended time accommodations should be requested in the format that is consistent with those the student receives under his or her IEP or 504 Plan. Only students using 50% time extension (time-and-a-half) can reasonably complete all five tests of the ACT in one session. Braille and all audio format choices take longer than others to administer (generally three times standard time). That makes testing in one session impracticable, so such students will be approved for testing over multiple days. ACT will apply a timing code consistent with the student's disability and test format.
- Q7: Is it possible to make a blanket request for extra time for all students who require extra time or do we have to make the request as new students enter?
- A7: Accommodations must be requested for each student needing an accommodation. Accommodations are never approved for a group of students.

## **MEAP / MME Test Centers**

SENIORS - Nonpublic school students in the high school graduating Class of 2007 whose own school will not offer the MEAP tests in Spring 2007 may register to test at a MEAP Test Center. Registration forms will be available in early December. Go to our website [www.michigan.gov/meap](http://www.michigan.gov/meap), then click on "MEAP Test Centers" near the bottom of the page. Please note the postmark deadline. Late registrations will not be accepted.

JUNIORS - Nonpublic school students in the high school graduating Class of 2008 whose own school will not offer the new Michigan Merit Examination (MME) in Spring 2007 may register to test at an MME Auxiliary Test Center. Registration forms will be available in early December. Go to our website [www.michigan.gov/meap](http://www.michigan.gov/meap), then click on "MEAP Test Centers" near the bottom of the page.

Questions about the Michigan Merit Award? Call toll-free 888-447-2687.

Questions about MEAP Test Centers or MME Auxiliary Test Centers? Call Bob Nelson at 517-241-4987.

## **MME Key Staff Training Video**

The MME required training video will be available from Wayne RESA following the conclusion of the last training, December 14.

VHS Copies: \$10.00 + \$4.00 S & H

DVD Copies: \$15.00 + \$4.00 S & H

Contact: Brenda Hose, 734-334-1437 Email: [hoseb@resa.net](mailto:hoseb@resa.net)

## Michigan Merit Curriculum FAQ

Due to the high level of interest regarding the state's new Michigan Merit Curriculum high school graduation requirements, MDE is pleased to announce the release of a Frequently Asked Question or FAQ document on this issue. The FAQ is now available on the MDE high school web page at [www.michigan.gov/highschool](http://www.michigan.gov/highschool).

Due to the complexity of this issue, we anticipate developing and posting regular updates to this document.

## Free ACT Prep from MVHS Available Online

Recently added to the MME website ([www.michigan.gov/mme](http://www.michigan.gov/mme)) is a link for the free ACT prep from MVHS. Feel free to share this with your students and parents.

Also keep in mind that the MME website is being continuously updated with new information for the Spring 2007 MME. Please check the site often.

## NAEP Update

NAEP is in full swing. This year the testing cycle runs from late January to early March NAEP will be assessing Reading (G4, G8), Mathematics (G4, G8) and Writing (G8, G12). The schools that have been sampled have been contacted and pre-assessment visits are underway. MDE would like to thank all the school coordinators that have assisted us on this project.

Paul Stemmer, the NAEP State Coordinator, will be offering one-day assessment workshops hosted by Intermediate School Districts throughout the year. If you are interested in hosting a workshop, please contact Paul Stemmer, NAEP State Coordinator, (517) 241-2360 or [stemmerp@mi.gov](mailto:stemmerp@mi.gov).

## OEAA Contact Information

OEAA web site: [www.michigan.gov/oeaa](http://www.michigan.gov/oeaa)

OEAA secure database: [www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)

OEAA email address: [oeaa@michigan.gov](mailto:oeaa@michigan.gov)

OEAA Office local phone number: 517-373-8393

OEAA Office toll-free phone number: 877-560-8378

OEAA Office fax number: 517-335-1186

MEAP web site: [www.michigan.gov/meap](http://www.michigan.gov/meap)

MME web site: [www.michigan.gov/mme](http://www.michigan.gov/mme)

MI-Access Office toll-free phone number: 888-382-4246

Merit Award Office, Department of Treasury, toll-free phone number: 888-447-2687